



कयर बोर्ड COIR BOARD

(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार
Ministry of MSME, Govt. of India)

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File No.:J-11026/1/2025-CICT Bangalore

Date: 09/05/2025

Notification for Engagement of Project/Technical Staff on Contract Basis

CLOSING DATE OF APPLICATION: **20.06.2025**

Coir Board is a statutory body under the Ministry of Micro, Small and Medium Enterprises, Govt. of India, established for the promotion and development of Coir Industry in India. The Board has two research institutes; Central Coir Research Institute, Alappuzha, Kerala and Central Institute of Coir Technology, Bengaluru, Karnataka.

The Board invites applications from eligible candidates for the engagement of Project/Technical Staff on a purely contract basis for these two research institutes. The engagement will be for a period of two years or co-terminus with the project, whichever is earlier. The details of positions, qualifications, and other criteria are as follows:

Post Code	Name of post	No.	Required qualifications	Emoluments (in Rs) (Basic Pay +HRA)	Period of service
	1	2	3	4	6
Central Coir Research Institute , Alleppey, Kerala					
CCRI-TT-01	Textile Technologist	1	B.Tech Textile Technology with 2 years Experience in the field of Textile spinning/Textile Machine Design and Manufacturing OR Diploma in Textile/Hand loom Technology -Minimum five years' experience in the field of Textile spinning/Textile Machine Design and Manufacturing	28000+HRA	2 years
CCRI-DA-01	Design Assistant	1	B.Tech in Mechanical Engineering with 2 years Experience in CAD Modelling & 2D Drafting AutoCAD and Solid works OR Diploma in Mechanical Engineering-Minimum five years experience in CAD Modelling & 2D Drafting AutoCAD and Solid works	28000+HRA	
CCRI-FT-01	Fitter	1	ITI (Fitter)-Minimum Four years' experience in machinery assembly	20000+HRA	
CCRI-WR-01	Welder	1	ITI (Welder)-Minimum Four years' experience in welding heavy structures	20000+HRA	
CCRI-MT-01	Machinist	1	ITI (Machinist)-Minimum Four years' experience in machining & machine tools	20000+HRA	
CCRI-ET-01	Electrician	1	ITI (Electrician)-Minimum Four years' experience in electrical connections in Machineries	20000+HRA	
CCRI-PA-01	Project Assistant	1	B. Design from NID/NIFT with two years experience in product development and research .	28000+HRA	

CCRI-PA-02	Project Assistant	1	B.Tech Textile Technology with 2 years Experience in the field of Textile spinning/Textile Machine Design and Manufacturing OR Diploma in Textile/Hand loom Technology -Minimum five years' experience in the field of Textile spinning/Textile Machine Design and Manufacturing	28000+HRA	
CCRI-PA-03	Project Assistant- Analytical Chemist	1	M.Sc in Analytical Chemistry with 2 years Experience analytical Testing laboratories.	28000+HRA	
CCRI-PA-04	Project Assistant (Polymer Chemistry)	1	M.Sc. Polymer Chemistry/ Bio Polymer Chemistry with 2 years experience in natural fibers.	28000+HRA	
CCRI-PA-05	Project Assistant (SEC)	1	M.Sc in Microbiology/Biotechnology with 2 years research experience in NABL Accredited laboratory	28000+HRA	
CCRI-PH-01	Project Helper (SEC)	1	B.Sc in Microbiology/Biotechnology	20000+HRA	
CCRI-TR-01	Trainer/ Instructor	1	Any Graduate with advance Diploma course in Coir Technology with communication skill in English and Hindi	20000+HRA	
CCRI-BO-01	Boiler Operator	1	ITI with Boiler Licence Certificate with minimum 5 years of experience in the operation and maintenance of Boilers in factories.	25000+HRA	
CCRI-SA-01	Stores Assistant	1	Bachelor's degree in Mechanical/Polymer/ Textile/Chemical Engineering	25000+HRA	
CCRI-LR-01	Librarian	1	M.Sc in Library science	25000+HRA	
CCRI-PA-06	Project Assistant- Geotechnical engineer	1	M.Tech in Geotechnical Engineering	28000+HRA	
Central Institute of Coir Technology Bangalore, Karnataka					
CICT-FT-01	Fitter	1	ITI (Fitter)-Minimum Four years' experience in machinery assembly	20000+HRA	2 years
CICT-WR-01	Welder	1	ITI (Welder)-Minimum Four years' experience in welding heavy structures	20000+HRA	

CICT-ET-01	Electrician	1	ITI (Electrician)-Minimum Four years' experience in electrical connections in Machineries	20000+HRA	
CICT-LT-01	Lab Technician	1	M.Sc in Chemistry with 2 years experience in a NABL accredited laboratory.	28000+HRA	
CICT-PA-01	Project Assistant	1	B.Tech/B.E in (Mech engg /Polymer Engg/) with 2 years research experience in a composite Area.	28000+HRA	

- Age Limit: Not more than **40** years.
- The relaxation in the age limit for the candidates belonging to the category of SC/ST/PwBD/Women and the category of OBC shall be 05 years and 03 years respectively or as per Govt. of India instructions issued in this regard from time to time. Upper age limit is relaxed by 3 years for OBC (Non Creamy layer), 5 years for (SC/ST)
- -HRA Percentage will be based on the 7th Central pay commission based on X, Y & Z cities
- -Alleppey Kerala- 10% of Basic Pay- Z Class City & Bangalore, Karnataka- 30% of Basic Pay- X Class City

Mode Of Selection

- Interview
- Shortlisting of candidates will be based on their **qualifications and relevant experience** for each post by the screening committee.
- The shortlisted candidates will be called for INTERVIEW at Alleppey for the posts in CCRI and at Bangalore for the posts in CICT based on their applications and postcode. The date and time of Physical interview will be notified through Email of the candidate and also on Coir Board website www.coirboard.gov.in
- Waitlisted Candidates may be considered for any future project vacancies arising within a year from the date of interview in the order of merit.

How to Apply:

- Eligible candidates are required to apply online through this link <https://forms.gle/DJE8dACBKnuoV997> only. The prescribed application format (Annexure-I) with all relevant documents Qualification and Experience has to be uploaded through the link only.
- A candidate can apply for multiple posts subject to fulfilling all eligibility criteria attached to each individual post. However, candidates need to fill out the application with the requisite application for each post code.
- Only a single application will be entertained from each candidate for each post. In case a candidate submits multiple online applications for a single post with different email IDs, only the latest completed application will be considered.

- No other mode of application will be accepted.
- No Application fees for applying.
- Last Date of submitting the application through Email **20.06.2025 5.30 PM**

General Terms & Conditions

A. Nature of Appointment & Tenure

1. The advertised positions are purely contractual in nature. They do not confer any right for permanent appointment in CCRI, CICT, or the Coir Board.
2. The tenure is for two years, which may be curtailed depending on the requirements of the project and performance of the candidate. In any case, it is co-terminus with the project duration.
3. The applicant must be a citizen of India

B. Eligibility Conditions

4. Candidates must meet the age, prescribed educational qualifications, and experience as on the last date of submission of application. The prescribed qualifications are the minimum eligibility and mere possession does not entitle candidates to be called for the interview.
5. The period of experience in the requisite discipline/area of work wherever prescribed, shall be counted after the date of acquiring the minimum educational qualifications prescribed for that post
6. The prescribed educational qualifications should have been obtained through recognized Board / Universities / Institutions.
7. In respect of equivalent clause in Essential Educational Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce an order/letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the application is liable to be rejected. The decision of the Coir Board with regard to equivalence of qualification(s) and about recognition of Universities/Institutes shall be final and binding.

C. Reservation and Relaxation

8. Candidates who wish to seek age-relaxation must submit a requisite certificate from the competent authority, strictly in the format prescribed by Govt. of India when such certificates are sought at the time of document verification. Otherwise, their claim for SC/ ST/ OBC/ EWS/ PwBD/ ESM category will not be entertained and their candidature will be cancelled.

9. The persons suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of reservation under PwBD category.
10. A person seeking appointment on the basis of reservation to OBCs must ensure that he does not fall in creamy layer and possesses the caste/ community certificate during the date of notification. A person seeking appointment on the basis of reservation to EWS must ensure that he possesses the Income & Asset certificate valid during the date of notification.
11. Candidates are cautioned that they will be debarred from the interview in case they fraudulently claim SC/ ST/ OBC/ EWS/ PwBD/ ESM status or avail any other benefit.
12. Candidates may also note that in respect of the above, their candidature will remain provisional till the veracity of the concerned document is verified by the Appointing Authority.

D. Document Submission

13. Candidates must bring CV, duly filled application form, Original certificates and one set of self-attested copies of relevant documents (educational qualifications, experience, age proof, etc.), a valid photo identity proof, and Two recent passport-size photographs.
14. Documentary evidence for the period claimed as experience must be submitted. The experience certificate should clearly state the duration of experience indicating from & to date i.e date of joining and date of relieving of various organizations concerned as claimed by the candidate. Further, an experience certificate must be issued by the Authority, competent to issue such certificates, with respect to the Organization concerned.

E. Selection Process

15. The number of vacancies indicated against each postcode is provisional. This advertisement does not necessarily tantamount to the selection being actually made. The selection process is subject to the instructions prevalent at a given point of time during various stages of selection process
16. Mere calling for an interview or any of the selection process does not constitute any commitment on the part of the institute for appointment.
17. Candidature of the applicant is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
18. Please note that no TA/DA is admissible for attending the interview.

F. Conduct Rules and Declaration

19. Concealing of facts or canvassing in any form shall lead to disqualification or termination.
20. Bringing any influence, political, or otherwise, will be treated as a disqualification for the post applied for.

21. Any discrepancy found between the information given in the application and as evident in original documents will make the candidate ineligible for the post[s].
22. Incomplete and late application will not be considered.

G. Resignation / Withdrawal

23. In case a selected candidate does not join or resigns shortly after joining, the position may be offered to the next eligible candidate from the waitlist in the order of merit.
24. The Candidate must inform the Institute 30 days in advance before leaving the position. Alternatively, the candidate may resign by paying one month's consolidated salary in lieu of notice.

H. Communication and Final Authority

25. No interim enquiries / correspondence / communication of any sort will be entertained on the matter.
26. All the correspondences will be made through email only. Therefore, all the candidates are advised to provide the correct email address and regularly check their emails besides the Board's website (www.coirboard.gov.in) for any updates.
27. The Secretary, Coir Board reserves the right to make any Modifications in the Notification/Recruitment Procedure etc. whatsoever, at any stage of the selection process or even to cancel the Notification. No claims will be entertained from any of the candidates under such circumstances, regarding appointments.
28. Any legal disputes arising in connection with this notification or the recruitment process shall fall under the jurisdiction of the Hon'ble High Court of Kerala.
29. For updates and further information about this advertisement, candidates are advised to regularly check the official website of the Coir Board or the institutes.

Sd/-

Director RDTE i/c

APPLICATION FORMAT

(For Temporary Project Positions at CCRI/CICT/Coir Board)

Annexure-I

1. Name of the Applicant :
(In Block Letters)
2. Father/ Husband's Name :
3. Whether belongs to SC/ ST/ :
OBC/ General
4. Date of Birth(DD/MM/YYYY):
5. Age on 01.06.2025:
6. Sex(Male/Female/Others):
7. Present Address(with PIN code):
 - a. For Correspondence:
 - b. Permanent address:

Paste a passport size
photograph

8. E-mail and Mobile Numbers:

9. Details of Educational Qualifications:
(In chronological order, starting from 10th Class onwards including additional degree/
diploma/certificate courses)

Sl. No.	Exam/Class/ Degree/Diploma	Board/Institution/ University	Year of passing	Subject	% Mark or Equivalent CGPA in Percentage

10. Details of Working/ Professional Experience (if any): (particulars of all previous and present employment, list for which proof is available, enclose attested copies of experience)

Sl. No.	Position held	Employer	Period		Total experience
			From	To	

11. List of Research Papers, Professional Achievements and Additional Information (if any Provide in separate sheet and scan along with this):

12. Are you having near/ Distant Relative(s) working at Coir Board? (If yes, must declare it below and communicate it before the interview date. If communicated or declared on the date of interview, candidate will not be interviewed. If No, Write No below)

13. Self-declaration regarding truthfulness in application:

DECLARATION

I do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false/ incorrect/ incomplete or ineligibility being detected at any time before or after interview/ selection, my candidature/ appointment may be cancelled or is liable to be rejected without any notice.

Date.....

Signature.....

Place

Name.....